

HOUSESTEADS ROMAN FORT, NORTHUMBERLAND

Risk Assessment for Discovery Visit Session

Activity: Meet a Roman Soldier, Key Stage 2–3
 Duration: 90 minutes
 Created: 1 September 2024
 Review date: 1 September 2025
 Prepared by: Education Visits Officer (North East)

Description and Notes

This risk assessment covers the Meet a Roman Soldier Discovery Visit from when the group meets the facilitator, to the time when the session ends. It does not cover the walk from the coach/car park to the site or any aspect of your visit outside of the Discovery Visit. This information can be found in the Hazard Information on our [Schools page](#).

Hazard	Who is at risk?	Control measures	Risk after controls C x L = R		
Trips, slips and falls from the furniture, bags and coats when using the indoor storage	Leaders, students, EH Staff	Room will be inspected beforehand, any hazards removed, group will be advised if the floor is wet. Students and leaders are briefed on how to store bags and coats. Accompanying adults will be asked to supervise.	2	2	4
Handling objects such as wooden swords, wooden shields and foam spears and using costumes. The risk of trips, slips, falls, nips and cuts.	Leaders, students, EH staff	Students will follow guidelines for handling objects, always under adult supervision. Students will be instructed in how to put on costumes and supervised whilst wearing them. Costumes and objects are maintained to a high standard and are checked prior to the session beginning. Facilitators are trained to identify risks and inform education groups of potential hazards.	2	1	2
Uneven surfaces around the site, low stone foundations, and wooden staircases. The risk of trips, slips, falls.	Leaders, students, EH Staff	Students and leaders are informed of the hazards prior to walking on the site. Students are supervised at all times. Extra care to be taken in wet or windy weather. Verbal warnings are given to groups as appropriate.	3	1	3
High walls and sheer drops.	Leaders, students, EH staff	Students and leaders are advised of the hazard before the session and must be supervised at all times. Climbing on walls and over barriers is not permitted.	3	1	3

Zoonotic hazards from livestock and other animals.	Leaders, students, EH staff	Students are reminded to wash hands before eating to prevent ingesting bacteria.	2	1	2
Animal/ rabbit burrows	Leaders, students, EH staff	Regular pest control. Briefing of group on moving safely.	2	2	4
Severe/adverse weather conditions on site.	Leaders, students, EH staff	Site staff will advise of risks on the day and restrict access to areas of the site or the whole site as necessary.	2	1	2
Members of the public become involved in the session.	Leaders, students, EH staff	Vigilance by group leaders, members of the public acting inappropriately will be asked to move away from the group.	3	2	6

Risk Assessments for Discovery Visits

Risk = consequence x likelihood in the context of a task i.e. when undertaking this task how bad could it be if it went wrong (almost regardless of whether it would) and what are the chances of it going wrong. They are both qualitative judgements based on objective data.

The Consequence Evaluation

The data you need to evaluate consequence (in the context of the task) are:

- Hazard - the thing with the potential to cause harm.

Consequence is graded on the three point scale where:

- 3 is death or life changing injuries
- 1 is first aid treatable injuries
- 2 is everything else.

The Likelihood Evaluation

Local knowledge/information will help judge the chances of the accident happening. It will include things like:

- Frequency and duration
- Numbers of people, vulnerable people
- The environment the activity is carried out in e.g. inside/outside, time of day, weather, distractions
- Accident/incident history
- Controls/supervision
- The equipment involved and its level of maintenance
- Anything else relevant to the likelihood evaluation.

It is not necessary to try to collect every piece of data that might have an effect on the likelihood; we just need to collect the most important pieces of data.

Likelihood is graded on the English Heritage three point scale where:

- 3 is almost certain to occur
- 1 means we would be surprised if the accident happened

- 2 is everything else.

Risk

Risk is calculated by multiplying the consequence rating by the likelihood rating giving potential risk ratings of:

- High (6 and 9)
- Medium (3 and 4)
- Low (1 and 2).